



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 10/24/2017

Agenda Placement: 6W

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: John Tuteur - Recorder-County Clerk
Recorder - County Clerk

REPORT BY: John Tuteur, Assessor-Recorder-County Clerk - 253-4459

SUBJECT: Waiver of Fees for Copies of Documents related to 2017 Napa Fire Complex Impacted Properties

RECOMMENDATION

Assessor-Recorder-County Clerk requests Board authorization to waive fees for copies of official records (\$2.00 per page) and assessor building records (\$3.00 for first five pages) for the period of October 24, 2017 through April 27, 2018 for owners of properties impacted by the 2017 Napa Fire Complex.

EXECUTIVE SUMMARY

Assessor-Recorder-County Clerk requests Board authorization to waive fees for copies of official records (\$2.00 per page) and assessor building records (\$3.00 for first five pages) for owners of properties impacted by the 2017 Napa Fire Complex through April 27, 2018. Staff has a comprehensive list of approximately 500 eligible properties (some properties have multiple structures that were damaged). These records are needed for insurance and rebuilding purposes. There would be minimal impact on County revenues.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	There will be an insignificant decrease in general fund copy fee revenue for the fiscal year.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: The Board of Supervisors is able to waive published fees in emergency circumstances.

Is the general fund affected? Yes

Future fiscal impact: None.

Consequences if not approved: Property owners who have suffered significant emotional and financial trauma will be impacted further by paying minor, copy fees.

Additional Information:

ENVIRONMENTAL IMPACT

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Assessor-Recorder-County Clerk requests Board authorization to waive fees for copies of official records (\$2.00 per page) and assessor building records (\$3.00 for first five pages) for owners of properties impacted by the 2017 Napa Fire Complex through April 27, 2018. Staff has a comprehensive list of approximately 500 eligible properties (some properties have multiple structures that were damaged). These records are needed for insurance and rebuilding purposes. There would be minimal impact on County revenues.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi